

4.8.4 Transaction Processing for Receipt

The Transactions subsystem provides the capability to record the receipt of personal property data by the Property Disposal Office. It provides for the recording of the storage location of the personal property; changes to the Manufacturer's Name, Model Number, or Serial Number; and any adjustments to value, quantity, or condition. NPDMS generates the transactions associated with the property data (Receipt, and Adjustment Transactions) and writes them to the NPDMS Transaction File and updates the NPDMS Case File to reflect the adjustments made.

If the property has already been reported to GSA for screening purposes, a corrected SF-120 may be generated to report any changes made to the data (e.g., Condition Code, Current Available Quantity, and Adjusted Acquisition Cost Amount of Property).

Materials inventory property that was electronically added to NPDMS from NSMS using the NPDMS/NSMS Interface File is updated at the time it is received at a NASA storage facility. The physical count of the quantity received is reported back to NSMS via a Matched/Overage/Underage Report. NPDMS flags the record to indicate if the quantity received by NPDMS was over, under, or matched the quantity originally reported by NSMS. If the NASA storage facility did not receive the property (i.e., a zero quantity), then the record will be deleted from NPDMS active file and moved to the appropriate history files. The zero quantity for the deleted property case will be reported to NSMS on the Underage Report.

NOTE: When navigating through NPDMS, the Fastpath name (limited to eight characters) is displayed on the fourth line starting at the center of the screen.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

- From the NPDMS MAIN MENU (NDO000MB), type **5** at Enter Selection to access the TRANSACTION MENU (ND5000MA).
- Press **<Enter>**.

ND5000MA / ND5000PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSACTION MENU TX	03/01/01 16:47:19 MSXXX
Selections:		
1 Add	8 Reversal	
2 Change	9 Convert Case to Component	
3 Delete	10 Convert Component to Case	
4 Receipt	11 Enter SRD and GSA Control No	
5 Sales	? In any field for Help	
6 Exchange (Trade-In)	. Exit Transaction Process	
7 Freezes and Dispositions (Includes Scrap and Surveys)		
Enter Selection: _____		
Prop Case No: 804101 _____	Item Id: _____	
ECN: _____	Cust Acct No: _____	
ERN: _____	(For Reversal only)	
Trans Id: _____	(Process Final Disposition w/o Freeze)	
Navigation:		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- -		
HELP LOPF PREV RVW CNCL	CLEAR	EXIT

INPUT DATA

- Enter Selection input value = 4
- Prop Case No
- Item Id
- Press <Enter>.

Action is performed based on the input on the TRANSACTION MENU (ND5000MA) screen.

4.8.4.1 Controlled Property Receipt

This process allows the user to record the Receipt of personal Controlled (NEMS-tagged) property data.

NOTE: When navigating through NPDMS, the Fastpath name (limited to eight characters) is displayed on the fourth line starting at the center of the screen.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

- From the TRANSACTION MENU (ND5000MA), type 4 at Enter Selection and enter the Prop Case No and optionally the Item Id.
- Press <Enter>.

Component System records are processed one item at a time.

NPDMS displays the Case record data on the RECEIPT TRANSACTION screen (ND5102MA), and places the cursor at the first input field.

ND5102MA / ND5102PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM RECEIPT TRANSACTION - T02 REC		03/01/01 16:49:06 MSXXX
Prop Case No: 804101 1060C171		Item ID: 02	Current Qty: 25	
Local Ref No:		Turn-In Doc No:		
Item Name/Desc: COMPUTER, DIGITAL				
ECN:		Cust Acct No: 33001	CC: A4	
Current Acq Cost: 2500.00		Unit Of Measure: EA	FSC Code: 1010	
Component System - Name: COMPONENT				
===== TRANSACTION INFORMATION =====				
Mfg's Name: GATEWAY 2000				
Model No: 123		Serial No: BATC		
Warehoused Date: ** ** *		Warehouse Loc: *****		
Adj - Received Qty: 0****		New Unit Cost: *****		
CC: ____				
Item Name: COMPUTER, DIGITAL ***** Std:				
Cap Sens Code: X		Haz Mat Code: ____	Haz Mat Ind: _	Precious Metals Code: More:
Adj Desc:				
Print Doc (Y/N): N		GSA Rpt Date: / /		
Next Prop Case No: ____		Next Item ID: ____		Retain (Y/N):
Navigation:				
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- -				
HELP LOPF PREV RVW CNCL CLEAR EXIT				

INPUT DATA

- Mfg's Name
- Model No
- Serial No
- Warehoused Date (mandatory) input format = **MM/DD/YYYY**
- Warehouse Loc
- Adj
 - Received Qty
 - CC
 - New Unit Cost

- Item Name
- Cap Sens Code
- New Unit Cost
- Haz Mat Code
- Haz Mat Ind
- Precious Metals Code
- Adj Desc
- More input value = **Y** or **blank**
- Print Doc input value = **Y** or **N**
- Next Prop Case No
- Next Item Id
- Retain
- Press **<Enter>**. Depending on entered data, NPDMS displays the pop-up window (ND4110MH) for Adjustment Data, the pop-up window (ND5100MB) for generation of reports, or the SCREENING TIMEFRAMES (ND5102MB) screen.

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM      03/01/01
RECEIPT TRANSACTION - T02                      16: 54: 52
REC                                              MSXXX

ND5102MA / ND5102PA

Prop Case No: 804101 1060C171      Item ID: 02      Current Qty: 25
Local Ref No:                      Turn-In Doc No:
Item Name/Desc: COMPUTER, DIGITAL  /
ECN:                               Cust Acct No: 33001    CC: A4
Current Acq Cost: 2500.00          Unit Of Measure: EA
Component System - Name: COMPONENT      FSC Code: 1010
===== TRANSACTION INFORMATION =====
Mfg's Name: GATEW                  ND4110MH
Adjustments have been made.
Description of Adjustments is required.

*****

Enter 'C' to Cancel: _

Navigation:
Enter- PF13- PF14- PF15- PF16- PF17- PF18- PF19- PF20- PF21- PF22- PF23- PF24-
      HELP  LOPF  PREV  RVW   CNCL                      CLEAR                      EXIT

```

- Adjustment Description Data
- Enter 'C' to Cancel input value = **C** or **blank**
- Press **<Enter>**. NPDMS displays the SCREENING TIMEFRAMES (ND5102MB) screen, or if a **Y** is entered at the Print Doc field, the system displays a pop-up window (ND5100MB) and allows the user to select generation of reports. If **C** is entered to Cancel, NPDMS displays the RECEIPT TRANSACTION (ND5102MA) screen.

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INPUT DATA

- Print NASA 811 input value = **Y** or **blank**
- Print NASA 812 input value = **Y** or **blank**
- Print SF-120 Correction input value = **C** or **blank**
- Print SF-120 Withdrawal input value = **W** or **blank**
- Print DD-1348-1A input value = **Y** or **blank**
- Print Foreign Disposal Approval Form input value = **Y** or **blank**
- Enter 'C' to Cancel input value = **C** or **blank**
- Press **<Enter>**.

If Print NASA 811 or Print NASA 812 contains a value of **Y**, NPDMS displays the following pop-up window (NDXSRVMA) Disposal Reason/Survey Comments screen. If **C** is entered to Cancel, NPDMS displays the RECEIPT TRANSACTION (ND5102MA) screen.

```

!
! NDXXSRVMA                               Disposal Reason/Survey Comments
!
! Disposal Reason:
! _____
! _____
! _____
! _____
! _____
! _____
! _____
! _____
! _____
!
! Survey Comments:
! _____
! _____
! _____
! _____
!
! Enter 'C' TO Cancel:  _
!
-----

```

INPUT DATA

- Disposal Reason
- Survey Comments
- Enter 'C' to Cancel input value = **C** or **blank**
- Press **<Enter>**.

If the Print SF-120 Correction field contains a value of **C**, or the Print SF-120 Withdrawal field contains a value of **W**, NPDMS displays the pop-up window (ND5100MD) Withdrawal/Correction Narrative screen. If **C** is entered to Cancel, NPDMS displays the RECEIPT TRANSACTION (ND5102MA).

ND5102MA / ND5102PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM RECEIPT TRANSACTION - T02 REC		03/01/01 16:58:05 MSXXX	
Prop Case No: 804101 1060C171		Item ID: 03		Current Qty: 25	
Local Ref No:		Turn-In Doc No:			
Item Name/Desc: COMPUTER, DIGITAL					
ECN:		Cust Acct No: 33001		CC: A4	
Current Acq Cost: 2500.00		Unit Of Measure: EA			
Component System - Name: COMPONENT				FSC Code: 1010	
=====					
<div style="border: 1px solid black; padding: 5px;"> <p>ND5100MD</p> <p>GSA Withdrawal Approval Date: ** ** *</p> <p>Withdrawal/Correction Narrative:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Enter 'C' to Cancel:</p> </div>					
<p>Navigation:</p> <p>Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--</p> <p>HELP LOPF PREV RVW CNCL CLEAR EXIT</p>					

INPUT DATA

- Withdrawal/Correction Narrative
- Enter 'C' to Cancel input value = **C** or **blank**
- Press **<Enter>**. NPDMS displays the SCREENING TIMEFRAMES (ND5102MB) screen. If you enter **C** to Cancel, NPDMS displays the RECEIPT TRANSACTION (ND5102MA).
- NPDMS then returns to the RECEIPT TRANSACTION (ND5102MA) screen and displays the message '*N Entry Reference Number Assigned is: N10*'. The user may enter the Next Case No and optionally the Next Case No. The case record is updated with the receipt data and the following transactions are generated: A02 (Adjustment) with a T02 (Receipt), X60 to identify NEMS Equipment data and NP/NEMS Interface ERN.

4.8.4.2 Non-Controlled Receipt

This process allows the user to record the Receipt of personal Non-Controlled property data. Materials inventory property that was electronically added to NPDMS from NSMS using the NPDMS/NSMS Interface File is updated at the time it is received at a NASA storage facility. The physical count of the quantity received is reported back to NSMS via a Matched/Overage/Underage Report. NPDMS flags the record to indicate if the quantity received by NPDMS was over, under, or matched the quantity originally reported by NSMS. If the NASA storage facility did not receive the property (i.e., a zero quantity), then the record will be deleted from NPDMS active file and moved to the appropriate history files.. The zero quantity for the deleted property case will be reported to NSMS on the Underage Report. For more detailed processing information see Section 5.3 NSMS Interface.

NOTE: When navigating through NPDMS, the Fastpath name (limited to eight characters) is displayed on the fourth line starting at the center of the screen.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

- From the TRANSACTION MENU (ND5000MA), type **4** at Enter Selection and enter the Prop Case No and optionally the Item Id.
- Press **<Enter>**.

Component System records are processed one item at time.

NPDMS displays the Case record data on the RECEIPT TRANSACTION screen (ND5102MA), and places the cursor at the first input field.

ND5102MA / ND5102PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM RECEIPT TRANSACTION - T02 REC		03/01/01 17:03:06 MSXXX
Prop Case No: 804101 1060C171	Item ID: 03	Current Qty: 25		
Local Ref No:	Turn-In Doc No:			
Item Name/Desc: COMPUTER, DIGITAL				
ECN:	Cust Acct No: 33001	CC: A4		
Current Acq Cost: 2500.00	Unit Of Measure: EA	FSC Code: 1010		
Component System - Name: COMPONENT				
===== TRANSACTION INFORMATION =====				
Mfg's Name: GATEWAY 2000				
Model No: 1223	Serial No: BATC			
Warehoused Date: ** ** *	Warehouse Loc: *****			
Adj - Received Qty: 0****	CC: _	New Unit Cost: _____		
Item Name: COMPUTER, DIGITAL	Std: _____			
Cap Sens Code: X	Haz Mat Code: _	Haz Mat Ind: _	Precious Metals Code: _____	
Adj Desc: _____	More: _____			
Print Doc (Y/N): N	GSA Rpt Date: _ / _ / _			
Next Prop Case No: _____	Next Item ID: _	Retain (Y/N): _____		
Navigation:				
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- -				
HELP LOPF PREV RVW CNCL CLEAR EXIT				

INPUT DATA

- Mfg's Name
- Model No
- Serial No
- Warehoused Date (mandatory) input format = **MM/DD/YYYY**
- Warehouse Loc
- Adj
 - Received Qty
 - CC
 - New Unit Cost
 - Item Name
 - Cap Sens Code
 - New Unit Cost

- Haz Mat Code
- Haz Mat Ind
- Precious Metals Code
- Adj Desc
- Print Doc input value = Y or N
- Next Prop Case No
- Next Item Id
- Retain
- Press **<Enter>**. If the record may be processed as NEMS Equipment, NPDMS displays the pop-up window (ND4110MF), which prompts the user for a response. Depending on entered data, NPDMS displays the pop-up window (ND4110MH) for Adjustment Data, the pop-up window (ND5100MB) for generation of reports, or the SCREENING TIMEFRAMES (ND5102MB) screen.

Appropriate data fields are populated and displayed by the system.

ND5102MA / ND5102PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM RECEIPT TRANSACTION - T02 REC		03/01/01 17:03:07 MSXXX
Prop Case No: 804101 1060C171		Item ID: 03	Current Qty: 25	
Local Ref No:	Turn-In Doc No:			
Ite	ND4110MF A record has been found on the NEMS Equipment File with the same Model Number and Serial Number. ECN: Item Name: Do you wish to process this case as a Controlled Property? (Y/N):			
NOTE: Some of the data may be changed. m Name/Desc: COMPUTER, DIGITAL / Next Prop Case No: _____ Next Item ID: ____ Retain (Y/N): ____ Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - HELP LOPF PREV RVW CNCL CLEAR EXIT				

INPUT DATA

- Do you wish to process this case as a Controlled Property input value = **Y** or **N**
- Press **<Enter>**. If Y is entered to process as controlled property, the case record is updated with the controlled property information. NPDMS generates the following transactions: an A02 Adjustment Transaction if adjustment data is entered, a T02 Receipt Transaction, and a X90 Transaction to identify NEMS Equipment data. NPDMS then displays the message *'Record Successfully Changed'* and remains on the Receipt screen for entry of the next record. If the user enters **C** to cancel, NPDMS displays the RECEIPT TRANSACTION (ND5102MA) screen.

If Y' is entered in the More field, the system displays a pop-up window (ND4110MH) and allows the user to enter Description of Adjustments data.

ND5102MA / ND5102PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM RECEIPT TRANSACTION - T02 REC		03/01/01 17: 19: 11 MSXXX
Prop Case No: 804101 1060C171		Item ID: 02	Current Qty: 25	
Local Ref No:		Turn-In Doc No:		
Item Name/Desc: COMPUTER, DIGITAL		/		
ECN:	Cust Acct No: 33001	CC: A4		
Current Acq Cost: 2500.00	Unit Of Measure: EA	FSC Code: 1010		
Component System - Name: COMPONENT				
===== TRANSACTION INFORMATION =====				
Mfg's Name: GATEWA		<div style="text-align: center;"> ND4110MH Adjustments have been made. Description of Adjustments is required. ***** Enter 'C' to Cancel: _ </div>		
Navigation: Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24-- HELP LOPF PREV RVW CNCL CLEAR EXIT				

INPUT DATA

- Adjustment Description Data
- Enter 'C' to Cancel input value = **C** or **blank**
- Press **<Enter>**. NPDMS displays the SCREENING TIMEFRAMES (ND5102MB) screen, or if a Y is entered at the Print Doc field, the system displays a pop-up window (ND5100MB) and allows the user to select generation of reports. If you enter **C** to Cancel, NPDMS displays the RECEIPT TRANSACTION (ND5102MA) screen.

Appropriate data fields are populated and displayed by the system.

ND5102MA / ND5102PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01	
		RECEIPT TRANSACTION - T02		17:08:41	
		REC		MSXXX	
Prop Case No: 804101 1060C171		Item ID: 02		Current Qty: 25	
Local Ref No:		Turn-In Doc No:			
Item Name/Desc: COMPUTER, DIGITAL		/			
ECN:		-----		-----	
Curren !				!	
Compon ! ND5100MB				! 0	
=====		Mark the document(s) you wish printed		! =====	
Mfg's !				!	
Model !		- Print NASA 811 ('Y')		!	
Wareho !		- Print NASA 812 ('Y')		!	
Adj - !		- Print SF-120 Correction ('C')		!	
Item N !		- Print SF-120 Withdrawal ('W')		! td:	
Cap Se !		- Print DD-1348-1A ('Y')		! de:	
Adj De !		- Print Foreign Disposal Approval Form ('Y')		! re:	
Print !				!	
Next P !		Enter 'C' to Cancel: _		! N):	
Navi ga +		-----		-----	
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--					
HELP LOPF PREV RVW CNCL		CLEAR		EXIT	

INPUT DATA

- Print NASA 811 input value = **Y** or **blank**
- Print NASA 812 input value = **Y** or **blank**
- Print SF-120 Correction input value = **C** or **blank**
- Print SF-120 Withdrawal input value = **W** or **blank**
- Print DD-1348-1A input value = **Y** or **blank**
- Print Foreign Disposal Approval Form input value = **Y** or **blank**
- Enter 'C' to Cancel input value = **C** or **blank**
- Press **<Enter>**.

If Print NASA 811 or Print NASA 812 contains a value of **Y**, NPDMS displays the following pop-up window (NDXSRVMA) Disposal Reason/Survey Comments screen. If **C** is entered to Cancel, NPDMS displays the RECEIPT TRANSACTION (ND5102MA) screen.

```

!
! NDXXSRVMA Disposal Reason/Survey Comments
!
! Disposal Reason:
! _____
! _____
! _____
! _____
! _____
! _____
! _____
! _____
!
! Survey Comments:
! _____
! _____
! _____
! _____
!
! Enter 'C' TO Cancel: _
!
-----

```

INPUT DATA

- Disposal Reason
- Survey Comments
- Enter 'C' to Cancel input value = **C** or **blank**
- Press **<Enter>**.

If the Print SF-120 Correction field contains a value of **C**, or the Print SF-120 Withdrawal field contains a value of **W**, NPDMS displays the pop-up window (ND5100MD) Withdrawal/Correction Narrative screen. If **C** is entered to Cancel, NPDMS displays the RECEIPT TRANSACTION (ND5102MA).

INPUT DATA

- Withdrawal/Correction Narrative
- Enter 'C' to Cancel input value = **C** or **blank**
- Press **<Enter>**. NPDMS displays the SCREENING TIMEFRAMES (ND5102MB) screen. If you enter **C** to Cancel, NPDMS displays the RECEIPT TRANSACTION (ND5102MA).
- NPDMS then returns to the RECEIPT TRANSACTION (ND5102MA) screen and displays the message '*N Entry Reference Number Assigned is: N10*'. The user may enter the Next Case No and optionally the Next Case No. The case record is updated with the receipt data and the following transactions are generated: an A02 (Adjustment) if adjustment data is entered and a T02 Receipt.

The Transaction subsystem provides the capability to record Sales of NASA Property on the NPDMS Data Base using the following process:

1. The cases are assigned to a lot;
2. The bidders' information is stored in the data base for Sealed Bids; and
3. An award is made and recorded.